

Overview of Proposed Charter School Commission Consultant Work

Draft Contract Agreement Language:

The purpose of this Agreement is for consultants to assist the Maine Charter School Commission and staff in evaluating data, and to advise the Commission on possible improvements in the operation of the Commission's work.

The Provider shall communicate regularly with the Commission and staff to gather input and seek advice on the direction of the work. The Provider's activities shall include the following:

1. Conduct an external quantitative study of charter school student performance.
2. Conduct a review and analysis of Student Academic school performance measures and metrics, and review the processes used in setting performance measures, benchmarks, and metrics.
3. Conduct a review and analysis of School Social and Academic Climate performance measures and metrics.
4. Conduct a review and analysis of how performance measures data are used by the Commission and each charter schools.
5. Conduct a review and analysis of strategies used in other states to set Weights assigned to performance measures.
6. Conduct agreed upon additional review and analysis, if needed, of NACSA Evaluation Report recommendations.

Deliverables

The Provider shall perform all services and maintain all standards and requirements for services provided under this Agreement in accordance with the below:

1. Provide written analysis of the charter school student performance study.
2. Provide written analysis of the current Student Academic school performance measures and metrics.
3. Provide written analysis of the current School Social and Academic Climate performance measures and metrics.
4. Recommend Weights to be assigned to performance measures.
5. Provide additional review and analysis, if needed and agreed upon by the Commission and the Provider.
6. Submit regular progress reports and invoices for services provided.

Overview of strategies to be used in completing the work and producing the deliverables:

1. Conduct an external quantitative study of charter school student academic performance.

- A. In collaboration with the Commission, establish the methodology and strategies to be used in determining the focus of the assessment and in determining the comparison criteria.
- B. Secure appropriate approvals for accessing required student performance data.
- C. Review, clean, and create longitudinal data sets needed to complete the analyses.
- D. Conduct analyses of student academic performance.
- E. Prepare written report on student academic performance to be submitted to Commission.

Tentative Completion Date: May 1, 2018

2. Conduct a review and analysis of Student Academic school performance measures and metrics.

- A. In consultation with the Commission, review guidelines and procedures used by the Commission and the individual charter schools in establishing performance measures, benchmarks, and metrics.
- B. Conduct interviews and/or school site visits to determine how individual charter schools engage in setting performance standards, benchmarks, and metrics and how the data is used by the schools.
- C. Review national practices in establishing and utilizing academic performance standards and measures.
- D. Prepare written report of analyses and recommendations to be submitted to Commission.

Tentative Completion Date: November 15, 2017

3. Conduct a review and analysis of School Social and Academic Climate performance measures and metrics.

- A. In consultation with the Commission, review guidelines and procedures used by the Commission and the individual charter schools in establishing performance measures, benchmarks and metrics.
- B. Conduct interviews and/or school site visits to determine how individual charter schools engage in setting performance standards, benchmarks, and metrics and how the data is used by the schools.
- C. Review national practices in establishing and utilizing academic performance standards and measures.

- D. Prepare written report of analyses and recommendations to be submitted to Commission.

Tentative Completion Date: November 15, 2017

4. Conduct a review and analysis of how performance measures data are used by the commission and each charter school.

- A. In consultation with the Commission, review guidelines and procedures established and practiced by the Commission in the use of performance measures data.
- B. Conduct interviews and/or school site visits to determine how performance measures data is used by the individual charter schools.
- C. Review national practices in establishing and utilizing academic performance standards and measures.
- D. Prepare written report of analyses and recommendations to be submitted to Commission.

Tentative Completion Date: January 15, 2018

5. Conduct a review and analysis of strategies used in other states to set Weights assigned to performance measures.

- A. Review NACSA standards and recommendations for setting performance Weights.
- B. Review performance Weights used in other charter school states.
- C. In discussions with the Commission, review national standards and state models for setting Weights.
- D. Prepare written report to the Commission with recommendations for establishing performance Weights to be used in monitoring and assessing charter schools.

Tentative completion Date: December 15, 2017

6. Conduct agreed upon additional review and analysis of NACSA Evaluation Report recommendations, if needed and requested.

- A. *Based on the commission's review of the NACSA evaluation report, additional analysis and work may surface that the commission would like to see completed as part of this contract. If this does occur, and both the Commission and the consultants agree on the nature and scope of the requested tasks, and if sufficient funds are available in the contract, these will be undertaken and reported to the Commission.*